



CPCC Community Hub  
Springfield Boulevard  
Springfield  
Milton Keynes  
MK6 3JS  
Tel: No: 01908 608559  
Email - [Clerk@campbell-park.gov.uk](mailto:Clerk@campbell-park.gov.uk)  
Website: [www.campbell-park.gov.uk](http://www.campbell-park.gov.uk)

**Meeting of the**  
**Finance, Administration & Policy Committee**

**AGENDA**

**Tuesday 2 September 2025**

**7:00pm**

**Community Hub, Springfield Boulevard, Springfield**

Committee Members:

Cllr B Barton (Chair)

Cllr K Kent

Cllr R Golding

Cllr Mangan

Cllr D Kendrick

Cllr D Pafford

Cllr K Kavarana

## **MEETING PROTOCOL**

**In order to facilitate the smooth running of meetings, members are asked to respect the following protocol:**

- If a member arrives once the meeting has started, they will enter as quietly as possible and take a seat within the public area until invited forward by the Chair. This is to avoid disruption during the discussion of agenda items.
- All those present are asked to turn their mobile devices off or place into silent mode.
- Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if they are present at the meeting of a community council or its committees but otherwise may:
  - a) Film, photograph or make an audio recording of a meeting;
  - b) use any other means for enabling persons not present to see or hear proceedings at a meeting of CPCC as it takes place or later.
  - c) Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

The Chair may stop the meeting and ask the person to leave the meeting if they feel there has been a breach of the above protocol.

## **IN CASE OF EMERGENCY**

In the event of a fire use the nearest exit to evacuate the building.

Proceed to the designated fire assembly point which is located on the patio area adjacent to the pedestrian entrance and await instructions from emergency personnel

# AGENDA

- 1. To Receive**  
Apologies for Absence  
Declarations of Interest
- 2. Minutes of the previous meeting – Page 5**  
The Committee are invited to approve the minutes of the meeting held on 3 June 2025, previously circulated and therefore taken as read.
- 3. Public Involvement – Deputations, Petitions and Questions**  
Members of the public may make representations in respect of the business on the agenda.
- 4. Letter of Engagement – Internal Auditor – Page 7**  
Committee is invited to review the letter of engagement from Auditing Solutions and consider the independence of the internal auditor, the internal audit programme of work regarding the Councils identified risks, and the competence of the internal auditor. If appropriate, Committee is invited to make a recommendation to Council to reappoint Auditing Solutions as the internal auditor.
- 5. 2026-27 Community Council Budget/Precept Level Consultation Letter**  
Committee is invited to note that the Community Council Budget/Precept Level Consultation letter is to be updated by the Chair of Committee, Clerk to Council and Responsible Financial Officer. The consultation will be distributed in September with residents given a month to respond.
- 6. Insurance of Vehicles**  
Committee is invited to note the cost of the vehicle insurance for the year came to £4994.42 which was paid in July 2025.
- 7. Changes to Public Sector Deposit Fund**  
Committee is invited to note that £300,000.00 has been transferred from the Unity Trust Bank Savings account to the Public Sector Deposit Fund held with CCLA. The interest rate is approximately 2% higher with CCLA thus providing us with a better return.
- 8. VAT Submissions**  
Committee is invited to note that from October 2025 the VAT submissions will revert back to quarterly returns from the current monthly returns.
- 9. Income & Expenditure Report to 30 July 2025 – Page 9**  
Committee is invited to note the Income and Expenditure report as at 30 July 2025.
- 10. Balance Sheet to 30 July 2025 – Page 19**  
Committee is invited to note the Balance Sheet as of 30 July 2025.
- 11. BACS and Direct Debit payments to 30 July 2025 – Page 21**  
Committee is invited to note the schedule of payments made to the 30 July 2025. This schedule is for information only.

- 12. Date of Next Meeting**  
Tuesday 2 December 2025.

**BY ORDER OF THE COUNCIL**

L Bradley  
**Responsible Financial Officer**  
**27 August 2025**

**Minutes of the Finance, Administration & Policy Committee  
held  
Tuesday 3 June 2025  
commencing at 7.00pm  
at the Springfield Centre, Springfield Boulevard, Springfield**

**This meeting is open to the Public**

**Members Present**

Cllr B Barton (Chair)  
Cllr K Kavarana  
Cllr K Kent

Cllr D Pafford  
Cllr F Mangan

**In Attendance**

L Bradley, Responsible Financial Officer

**01/25 Apologies for Absence**

Cllr R Golding

**02/25 Declarations of Interest**

None

**03/25 Appointment of Vice Chairperson**

The Committee appointed Cllr Ray Golding as Vice Chair to May 2026.

**04/25 Appointment of Lead Members**

Committee made the decision not to appoint a Lead Member to May 2026.

**05/25 Minutes of the previous meeting**

Committee approved the minutes of the meeting held on 4 March 2025, previously circulated and therefore taken as read.

**06/25 Public Involvement – Deputations, Petitions and Questions**

None

**07/25 Community Council Asset Register**

Committee reviewed the updated Asset Register and resolved to make a recommendation to Council to adopt the updated Asset Register.

**08/25 Income & Expenditure Report to 30 April 2025**

Committee noted the Income and Expenditure report as at 30 April 2025.

**09/25 Balance Sheet to 30 April 2025**

Committee noted the Balance Sheet as of 30 April 2025.

**10/25 BACS and Direct Debit payments to 30 April 2025**

Committee noted the schedule of payments made to the 30 April 2025. This schedule is for information only.

**11/25 Date of Next Meeting**

Tuesday 2 September 2025.



Campbell Park Community Council  
1 Pencarrow Place  
Fishermead  
Milton Keynes  
Bucks  
MK6 2AS

26 August 2025

Dear Sirs

The purpose of this letter is to set out the basis on which we (are to) act as internal auditors of the Council and the respective areas of responsibility of the Council and of ourselves.

As Councillors of the above Council you are responsible for maintaining proper accounting records and preparing financial statements, which give a true and fair view and comply with the Local Government Act Accounts and Audit Regulations 1996, as amended periodically. You are also responsible for making available to us, as and when required, the Council's accounting records and all other necessary records and related information for us to undertake our review in accordance with the requirements of the "Governance and Accountability Manual – The Practitioner's Guide", including minutes of all Council and Committee meetings.

We have a responsibility to report to the members whether, in our view, the financial statements, as summarised at Section 2 of the statutory Annual Governance and Accountability Return (AGAR), are in accordance with the Council's accounting records, whether they are supported by appropriate systems of internal financial control in the areas specified in the Internal Audit Report embodied in the AGAR and whether they comply with the relevant legislation. In arriving at our view, we are required to consider the following matters, and to report on any in respect of which we are not satisfied:

- a. whether proper accounting records have been kept by the Council;
- b. whether the Council's Balance Sheet and Income and Expenditure Account or Receipts and Payments Account and supporting statements are in agreement with the accounting records and returns;
- c. whether we have obtained all the information and explanations which we think necessary for the purpose of our audit.

In addition, there are certain other matters, which, according to the circumstances, may need to be dealt with in our report.

We have a professional responsibility to report if the financial statements do not comply in any material respect with Statements of Standard Accounting Practice and Financial Reporting Standards, as applicable to local Councils, unless in our opinion the non-compliance is justified in the circumstances.

Our audit will be conducted in accordance with Part 2, Regulation 5 of the Accounts and Audit Regulations as set out in the Local Audit and Accountability Act 2014 (amended) and the Auditing Standards issued by the accountancy bodies and will have regard to relevant Auditing Guidelines. Furthermore, it will be conducted in such a manner as we consider necessary to fulfil our responsibilities and will include such tests of transactions and of ownership and valuation of assets and liabilities as we consider necessary.

We shall obtain an understanding of the accounting systems in order to assess their adequacy as a basis for the preparation of the financial statements and to establish whether proper accounting records have been maintained.

We shall expect to obtain such relevant and reliable evidence as we consider sufficient to enable us to draw reasonable conclusions therefrom. The nature and extent of our tests will vary according to our assessment of the Council's accounting systems, and where we may wish to place reliance on the systems of internal control and may cover any aspect of the Council's business operations. We shall report to you any significant weaknesses in or observations on, the Council's systems which come to our notice and which we consider should be brought to your attention. We will also examine annually the Council's approach to the assessment and formal adoption of the risks associated with the various financial and related systems in the Council.

All evidence obtained, whether in electronic or hard copy format, will be retained in accordance with the General Data Protection Legislation, Auditing Solution's GDPR, and Document & Data retention policies, and the General Data Protection Regulation Non-Disclosure Agreement issued in concert with this Agreement.

As part of our normal audit procedures, we may request you to provide written confirmation of oral representations, which we have received from you during the course of the audit.

In order to assist us with the examination of your financial statements, as summarised in the AGAR, we shall request sight of all relevant supporting documents, including those relating to the chairman's certification of the AGAR, which are due to be issued with the financial statements. We reserve the right to attend relevant meetings of the Council and to receive notice of all meetings.

We may ask, additionally, for confirmation in writing that all the transactions undertaken by the Council have been properly reflected and recorded in the accounting records, and our audit report on your Council's financial statements may refer to this confirmation.

The responsibility for the prevention and detection of irregularities and fraud rests with the Council. Notwithstanding this, we shall endeavour to plan our audit so that we have a reasonable expectation of detecting material misstatements in the financial statements or accounting records resulting from irregularities or fraud, but our examination should not be relied upon to disclose irregularities and frauds that may exist. We also require that, in the event of any suspected irregularity being identified by members or the Council's Clerk, we are advised immediately and, if appropriate, consulted on the appropriate courses of action that should be applied to examine the position further.

We shall not be treated as having notice, for the purposes of our audit responsibilities, of information provided to members of our firm other than those engaged on the audit (e.g. information provided in connection with accounting and other services).

### **Agreement of terms**

Once it has been agreed, this letter and contract will remain effective for future years, until it is either cancelled by the Council or ourselves. We respectively ask that, should the Council wish to cancel the contract, due notice is given by 30<sup>th</sup> September latest in the financial year under review, as work on the year's review will have either commenced prior to or shortly after that date. We shall be grateful if you could confirm in writing your agreement of the terms of this letter or let us know if they are not in accordance with your understanding of our terms of appointment.

Please indicate your agreement by signing this letter and returning to this office.

<b>On behalf of Auditing Solutions Ltd</b>	<b>Signature</b>	<b>Campbell Park Community Council</b>	<b>Signature</b>
Stuart J Pollard <b>Director</b>	<i>Stuart Pollard</i>	Dated: .....	



# Campbell Park Community Council

## Income and Expenditure Account for Year Ended 31st March 2026

31st March 2025		31st March 2026
	<b>Operating Income</b>	
964,150	Central Costs	485,551
1,414,012	Community Hub	0
38,997	Oldbrook Centre	11,900
180,626	Landscape Service	183,198
35,483	Springfield Centre	15,019
0	Open Spaces	629
1,682	Willen Allotments	22
2,257	Woolstone Allotments	107
0	Grants	500
0	Wellbeing	656
6,204	Community	0
<b>2,643,411</b>	<b>Total Income</b>	<b>697,580</b>
	<b>Running Costs</b>	
333,928	Employment Costs	125,779
14,603	Democratic Costs	3,486
61,682	Central Costs	36,845
2,156,829	Community Hub	472,350
18,067	Parish Office	17,443
12,036	Communications	2,459
13,306	Oldbrook Centre	5,125
(1,979)	Oldbrook Pavilion	73
230	Oldbrook Green	0
290,654	Landscape Service	86,223
14,525	Springfield Centre	19,109
300	Woolstone Pond	0
10,422	Dog/Waste Bin Provision	3,039
2,081	Kernow Crescent	315
155	Open Spaces	0
655	Willen Allotments	499
1,043	Woolstone Allotments	526
7,799	Grants	5,570
0	Wellbeing	561
8,132	Community	5,264
<b>2,944,469</b>	<b>Total Expenditure</b>	<b>784,665</b>
	<b>General Fund Analysis</b>	
572,743	Opening Balance	287,087
2,643,411	Plus : Income for Year	697,580
<b>3,216,155</b>		<b>984,667</b>
2,944,469	Less : Expenditure for Year	784,665
<b>271,685</b>		<b>200,002</b>
(15,402)	Transfers TO / FROM Reserves	106,285
<b>287,087</b>	<b>Closing Balance</b>	<b>93,717</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>101 Employment Costs</b>							
4000 Basic Salaries	23,311	92,028	280,424	188,396		188,396	32.8%
4001 Employers NI	2,940	11,559	33,799	22,240		22,240	34.2%
4002 Employer Pension	5,714	21,976	65,504	43,528		43,528	33.5%
4089 Corporate Clothing	0	0	300	300		300	0.0%
4091 Staff Health	35	215	800	585		585	26.9%
4460 Subscriptions	0	0	800	800		800	0.0%
Employment Costs :- Indirect Expenditure	<b>31,999</b>	<b>125,779</b>	<b>381,627</b>	<b>255,848</b>	<b>0</b>	<b>255,848</b>	<b>33.0%</b>
<b>Net Expenditure</b>	<b>(31,999)</b>	<b>(125,779)</b>	<b>(381,627)</b>	<b>(255,848)</b>			
<b>105 Democratic Costs</b>							
4089 Corporate Clothing	0	0	100	100		100	0.0%
4500 Councillors Allowances	0	3,254	17,676	14,422		14,422	18.4%
4501 Chairs Additional Allowance	0	232	982	750		750	23.7%
Democratic Costs :- Indirect Expenditure	<b>0</b>	<b>3,486</b>	<b>18,758</b>	<b>15,272</b>	<b>0</b>	<b>15,272</b>	<b>18.6%</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(3,486)</b>	<b>(18,758)</b>	<b>(15,272)</b>			
<b>201 Central Costs</b>							
566 Advertising Income	0	60	0	(60)			0.0%
1870 Bank/Bond Interest Received	1,225	9,053	7,500	(1,553)			120.7%
1900 Precept	0	469,878	939,755	469,878			50.0%
1901 Precept Grant	0	6,560	13,120	6,560			50.0%
Central Costs :- Income	<b>1,225</b>	<b>485,551</b>	<b>960,375</b>	<b>474,824</b>			<b>50.6%</b>
4030 Training/Conferences	525	575	8,000	7,425	470	6,955	13.1%
4050 IT Support Contract	0	14,957	21,000	6,043		6,043	71.2%
4051 IT Equipment	0	493	5,100	4,607	183	4,424	13.2%
4052 Digital Mapping	0	29	500	471		471	5.8%
4053 Online Presence	0	0	3,600	3,600		3,600	0.0%
4080 Health & Safety	0	0	2,040	2,040		2,040	0.0%
4081 HR Service Contract	478	1,911	7,140	5,229		5,229	26.8%
4082 Emergency Response	0	0	500	500		500	0.0%
4083 Defibrillator costs	0	0	1,300	1,300		1,300	0.0%
4090 Welfare	0	0	150	150		150	0.0%
4130 Insurance (not vehicle)	0	6,860	12,000	5,140		5,140	57.2%
4184 Street furniture new/renewal	0	0	1,000	1,000		1,000	0.0%
4186 Small Sundry Purchases	12	12	250	238		238	4.8%
4300 Vehicle Costs	216	867	3,500	2,633		2,633	24.8%
4303 Vehicle mileage	102	309	600	291		291	51.5%

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4400 Stationery	164	214	1,200	986		986	17.9%
4402 Consultation Costs	0	100	3,400	3,300		3,300	2.9%
4403 Planning Consultant Fees	0	0	2,000	2,000		2,000	0.0%
4405 Publicity/Marketing	0	0	2,000	2,000		2,000	0.0%
4410 Photocopying Costs	225	291	2,000	1,709		1,709	14.5%
4440 Telephone	864	1,507	2,500	993		993	60.3%
4445 Mobile Phones	126	291	1,100	809		809	26.5%
4455 Postage	0	18	100	83		83	17.5%
4460 Subscriptions	0	2,289	2,500	211		211	91.6%
4490 Website Costs	0	595	1,000	405		405	59.5%
4530 Hospitality	12	98	200	102		102	48.9%
4584 Recruitment	0	0	1,000	1,000		1,000	0.0%
4585 Legal Fees	0	0	10,000	10,000		10,000	0.0%
4587 Audit/Accounts	0	4,980	6,000	1,020		1,020	83.0%
4588 VAT Fees	0	0	250	250		250	0.0%
4589 Payroll Fees	0	0	550	550		550	0.0%
4600 Bank Charges	126	452	1,400	948		948	32.3%

Central Costs :- Indirect Expenditure **2,852** **36,845** **103,880** **67,035** **653** **66,382** **36.1%**

**Net Income over Expenditure** **(1,627)** **448,705** **856,495** **407,790**

204 Community Hub

4085 Fire Protection	0	797	1,000	203		203	79.7%
4110 Business Rates	0	0	15,000	15,000		15,000	0.0%
4111 PWLB Loan	0	44,660	125,000	80,340		80,340	35.7%
4115 Water & Sewerage	0	0	1,500	1,500		1,500	0.0%
4122 Electricity	0	0	2,000	2,000		2,000	0.0%
4150 Cleaning Costs	68	419	2,000	1,581	68	1,514	24.3%
4155 Refuse Disposal	136	190	2,500	2,310		2,310	7.6%
4160 Window Cleaning	200	200	1,500	1,300		1,300	13.3%
4170 Repair/Maintenance	278	278	0	(278)		(278)	0.0%
4175 Building Contracts	635	2,506	0	(2,506)		(2,506)	0.0%
4404 Subsistence	54	54	300	246		246	17.9%
9022 Earmarked New Office HQ	2,649	423,246	423,246	(0)	7,048	(7,049)	101.7%

Community Hub :- Indirect Expenditure **4,021** **472,350** **574,046** **101,696** **7,116** **94,580** **83.5%**

**Net Expenditure** **(4,021)** **(472,350)** **(574,046)** **(101,696)**

205 Parish Office

4085 Fire Protection	0	59	300	241		241	19.7%
4100 Rent	0	3,931	2,000	(1,931)		(1,931)	196.5%

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4110 Business Rates	0	337	250	(87)		(87)	134.9%
4115 Water & Sewerage	65	134	87	(47)		(47)	153.7%
4120 Gas	50	277	300	23		23	92.3%
4122 Electricity	82	303	550	247		247	55.1%
4150 Cleaning Costs	0	179	100	(79)		(79)	178.9%
4155 Refuse Disposal	10	286	500	214		214	57.1%
4160 Window Cleaning	0	50	100	50		50	49.6%
4170 Repair/Maintenance	10,856	11,748	10,000	(1,748)		(1,748)	117.5%
4175 Building Contracts	72	72	0	(72)		(72)	0.0%
4404 Subsistence	0	68	50	(18)		(18)	136.4%

Parish Office :- Indirect Expenditure **11,136** **17,443** **14,237** **(3,206)** **0** **(3,206)** **122.5%**

**Net Expenditure** **(11,136)** **(17,443)** **(14,237)** **3,206**

210 Communications

4420 HomeGround Magazine	0	2,459	10,000	7,541		7,541	24.6%
4421 Homeground Mag Distribution	0	0	3,200	3,200		3,200	0.0%

Communications :- Indirect Expenditure **0** **2,459** **13,200** **10,741** **0** **10,741** **18.6%**

**Net Expenditure** **0** **(2,459)** **(13,200)** **(10,741)**

301 Oldbrook Centre

1000 Hirings	2,293	11,900	30,000	18,100			39.7%
--------------	-------	--------	--------	--------	--	--	-------

Oldbrook Centre :- Income **2,293** **11,900** **30,000** **18,100** **39.7%**

4085 Fire Protection	0	650	800	150		150	81.2%
4110 Business Rates	0	2,146	2,100	(46)		(46)	102.2%
4115 Water & Sewerage	282	390	1,000	610		610	39.0%
4120 Gas	42	53	2,000	1,947		1,947	2.6%
4122 Electricity	122	325	2,000	1,675		1,675	16.2%
4150 Cleaning Costs	47	621	1,600	979		979	38.8%
4155 Refuse Disposal	140	426	1,400	974		974	30.5%
4160 Window Cleaning	120	350	1,050	700		700	33.3%
4170 Repair/Maintenance	0	108	3,000	2,892		2,892	3.6%
4175 Building Contracts	0	0	2,000	2,000		2,000	0.0%
4187 Furniture	0	0	400	400		400	0.0%
4590 Licenses	0	57	100	44		44	56.5%

Oldbrook Centre :- Indirect Expenditure **753** **5,125** **17,450** **12,325** **0** **12,325** **29.4%**

**Net Income over Expenditure** **1,540** **6,774** **12,550** **5,776**

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>302 Oldbrook Pavilion</u>							
4085 Fire Protection	0	0	150	150		150	0.0%
4122 Electricity	24	73	300	227		227	24.2%
4170 Repair/Maintenance	0	0	600	600		600	0.0%
Oldbrook Pavilion :- Indirect Expenditure	<b>24</b>	<b>73</b>	<b>1,050</b>	<b>977</b>	<b>0</b>	<b>977</b>	<b>6.9%</b>
<b>Net Expenditure</b>	<b>(24)</b>	<b>(73)</b>	<b>(1,050)</b>	<b>(977)</b>			
<u>303 Oldbrook Green</u>							
4170 Repair/Maintenance	0	0	300	300		300	0.0%
4205 Tree Works	0	0	650	650		650	0.0%
Oldbrook Green :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>950</b>	<b>950</b>	<b>0</b>	<b>950</b>	<b>0.0%</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(950)</b>	<b>(950)</b>			
<u>304 Landscape Service</u>							
1902 Landscape Grant	0	183,198	170,000	(13,198)			107.8%
Landscape Service :- Income	<b>0</b>	<b>183,198</b>	<b>170,000</b>	<b>(13,198)</b>			<b>107.8%</b>
4000 Basic Salaries	12,572	50,202	182,926	132,724		132,724	27.4%
4001 Employers NI	1,569	6,275	20,571	14,296		14,296	30.5%
4002 Employer Pension	2,973	11,603	43,355	31,752		31,752	26.8%
4066 Equipment Hire	0	0	3,500	3,500		3,500	0.0%
4067 Landscape Equipment	275	2,816	10,000	7,184	454	6,730	32.7%
4068 Landscape Equipment Maintenanc	0	792	10,500	9,708		9,708	7.5%
4069 Personal Protection Equipment	0	333	2,000	1,667		1,667	16.6%
4070 Landscape Consumables	0	842	5,000	4,158		4,158	16.8%
4085 Fire Protection	0	475	150	(325)		(325)	316.3%
4089 Corporate Clothing	0	0	1,000	1,000		1,000	0.0%
4110 Business Rates	0	2,595	2,478	(117)		(117)	104.7%
4115 Water & Sewerage	34	165	500	335		335	33.1%
4122 Electricity	102	287	1,600	1,313		1,313	17.9%
4130 Insurance (not vehicle)	0	676	900	224		224	75.1%
4150 Cleaning Costs	0	145	600	455		455	24.1%
4155 Refuse Disposal	113	398	1,400	1,002		1,002	28.5%
4170 Repair/Maintenance	50	65	750	685		685	8.6%
4175 Building Contracts	0	52	1,000	948		948	5.2%
4301 Landscape Vehicle Costs	113	6,475	9,000	2,525		2,525	71.9%
4302 Landscape Fuel	417	2,026	9,000	6,974		6,974	22.5%
Landscape Service :- Indirect Expenditure	<b>18,216</b>	<b>86,223</b>	<b>306,230</b>	<b>220,007</b>	<b>454</b>	<b>219,554</b>	<b>28.3%</b>
<b>Net Income over Expenditure</b>	<b>(18,216)</b>	<b>96,975</b>	<b>(136,230)</b>	<b>(233,205)</b>			

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>305 Springfield Centre</b>							
1000 Hirings	1,809	14,869	35,000	20,131			42.5%
1001 Retained Hall Hire Deposit	0	150	0	(150)			0.0%
Springfield Centre :- Income	<b>1,809</b>	<b>15,019</b>	<b>35,000</b>	<b>19,981</b>			<b>42.9%</b>
4085 Fire Protection	0	684	900	216		216	76.0%
4110 Business Rates	0	3,530	2,824	(706)		(706)	125.0%
4115 Water & Sewerage	181	287	800	513		513	35.9%
4120 Gas	62	213	2,500	2,287		2,287	8.5%
4122 Electricity	105	292	2,000	1,708		1,708	14.6%
4150 Cleaning Costs	211	962	1,500	538	107	431	71.2%
4155 Refuse Disposal	135	358	1,200	842		842	29.9%
4160 Window Cleaning	100	200	750	550		550	26.7%
4170 Repair/Maintenance	0	101	3,000	2,899		2,899	3.4%
4175 Building Contracts	0	174	1,000	826		826	17.4%
4187 Furniture	0	0	400	400		400	0.0%
4590 Licenses	0	56	100	44		44	56.5%
9055 Earmarked Solar Panels SFC	0	12,250	12,250	(0)		(0)	100.0%
Springfield Centre :- Indirect Expenditure	<b>794</b>	<b>19,109</b>	<b>29,224</b>	<b>10,115</b>	<b>107</b>	<b>10,008</b>	<b>65.8%</b>
<b>Net Income over Expenditure</b>	<b>1,016</b>	<b>(4,090)</b>	<b>5,776</b>	<b>9,866</b>			
<b>306 Woolstone Pond</b>							
4205 Tree Works	0	0	500	500		500	0.0%
Woolstone Pond :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>0.0%</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(500)</b>	<b>(500)</b>			
<b>307 Dog/Waste Bin Provision</b>							
4201 Bin Emptying	534	3,039	12,000	8,962		8,962	25.3%
4204 New Bin Purchase/Installation	0	0	500	500		500	0.0%
Dog/Waste Bin Provision :- Indirect Expenditure	<b>534</b>	<b>3,039</b>	<b>12,500</b>	<b>9,462</b>	<b>0</b>	<b>9,462</b>	<b>24.3%</b>
<b>Net Expenditure</b>	<b>(534)</b>	<b>(3,039)</b>	<b>(12,500)</b>	<b>(9,462)</b>			
<b>308 Kernow Crescent</b>							
4197 Play Equipment Maintenance	120	315	500	185		185	62.9%
Kernow Crescent :- Indirect Expenditure	<b>120</b>	<b>315</b>	<b>500</b>	<b>185</b>	<b>0</b>	<b>185</b>	<b>62.9%</b>
<b>Net Expenditure</b>	<b>(120)</b>	<b>(315)</b>	<b>(500)</b>	<b>(185)</b>			

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>350 Open Spaces</b>							
1800 Miscellaneous Income	0	629	0	(629)			0.0%
Open Spaces :- Income	<b>0</b>	<b>629</b>	<b>0</b>	<b>(629)</b>			
4170 Repair/Maintenance	0	0	250	250		250	0.0%
4206 Woodland Management Programme	0	0	4,000	4,000		4,000	0.0%
Open Spaces :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>4,250</b>	<b>4,250</b>	<b>0</b>	<b>4,250</b>	
<b>Net Income over Expenditure</b>	<b>0</b>	<b>629</b>	<b>(4,250)</b>	<b>(4,879)</b>			
<b>361 Fishermead Sports Ground</b>							
4205 Tree Works	0	0	1,000	1,000		1,000	0.0%
Fishermead Sports Ground :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(1,000)</b>	<b>(1,000)</b>			
<b>362 Willen Allotments</b>							
1080 Allotments Rentals	0	22	1,700	1,678			1.3%
Willen Allotments :- Income	<b>0</b>	<b>22</b>	<b>1,700</b>	<b>1,678</b>			<b>1.3%</b>
4115 Water & Sewerage	369	499	600	101		101	83.2%
4170 Repair/Maintenance	0	0	250	250		250	0.0%
4205 Tree Works	0	0	350	350		350	0.0%
Willen Allotments :- Indirect Expenditure	<b>369</b>	<b>499</b>	<b>1,200</b>	<b>701</b>	<b>0</b>	<b>701</b>	<b>41.6%</b>
<b>Net Income over Expenditure</b>	<b>(369)</b>	<b>(477)</b>	<b>500</b>	<b>977</b>			
<b>363 Woolstone Allotments</b>							
1080 Allotments Rentals	17	107	2,200	2,093			4.9%
Woolstone Allotments :- Income	<b>17</b>	<b>107</b>	<b>2,200</b>	<b>2,093</b>			<b>4.9%</b>
4115 Water & Sewerage	211	526	900	374		374	58.5%
4170 Repair/Maintenance	0	0	250	250		250	0.0%
4205 Tree Works	0	0	350	350		350	0.0%
Woolstone Allotments :- Indirect Expenditure	<b>211</b>	<b>526</b>	<b>1,500</b>	<b>974</b>	<b>0</b>	<b>974</b>	<b>35.1%</b>
<b>Net Income over Expenditure</b>	<b>(195)</b>	<b>(420)</b>	<b>700</b>	<b>1,120</b>			
<b>370 Woolstone Sports Ground</b>							
4205 Tree Works	0	0	500	500		500	0.0%
Woolstone Sports Ground :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>0.0%</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(500)</b>	<b>(500)</b>			

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>390 Grants</u>							
1700 Grant Income	500	500	0	(500)			0.0%
Grants :- Income	<b>500</b>	<b>500</b>	<b>0</b>	<b>(500)</b>			
4800 General Grants	0	0	5,000	5,000		5,000	0.0%
4801 Section 137	2,990	5,570	7,000	1,430		1,430	79.6%
4807 Education Trust Grants	0	0	2,500	2,500		2,500	0.0%
Grants :- Indirect Expenditure	<b>2,990</b>	<b>5,570</b>	<b>14,500</b>	<b>8,930</b>	<b>0</b>	<b>8,930</b>	<b>38.4%</b>
<b>Net Income over Expenditure</b>	<b>(2,490)</b>	<b>(5,070)</b>	<b>(14,500)</b>	<b>(9,430)</b>			
<u>395 Wellbeing</u>							
1002 Seated Exercise Income	224	656	0	(656)			0.0%
Wellbeing :- Income	<b>224</b>	<b>656</b>	<b>0</b>	<b>(656)</b>			
4509 Seated Exercise Refreshments	282	291	0	(291)		(291)	0.0%
4510 Hall Hire Seated Exercise	0	0	0	0	370	(370)	0.0%
4511 Instructor Seated Exercise	90	210	0	(210)	450	(660)	0.0%
4512 Instructor Seated Exercise Hub	60	60	0	(60)	1,069	(1,129)	0.0%
Wellbeing :- Indirect Expenditure	<b>432</b>	<b>561</b>	<b>0</b>	<b>(561)</b>	<b>1,889</b>	<b>(2,449)</b>	
<b>Net Income over Expenditure</b>	<b>(208)</b>	<b>95</b>	<b>0</b>	<b>(95)</b>			
<u>399 Community</u>							
4192 Social Cohesion	1,618	5,264	12,000	6,736	1,525	5,212	56.6%
4195 Visit to MK Safety Centre	0	0	3,500	3,500		3,500	0.0%
4199 Advice Service	0	0	4,800	4,800		4,800	0.0%
4806 Youth Provision Budget	0	0	7,876	7,876		7,876	0.0%
Community :- Indirect Expenditure	<b>1,618</b>	<b>5,264</b>	<b>28,176</b>	<b>22,912</b>	<b>1,525</b>	<b>21,388</b>	<b>24.1%</b>
<b>Net Expenditure</b>	<b>(1,618)</b>	<b>(5,264)</b>	<b>(28,176)</b>	<b>(22,912)</b>			
<u>901 Earmarked Reserves</u>							
9001 Earmarked Oldbrook Centre	0	0	12,500	12,500		12,500	0.0%
9006 Earmarked 3 month running cost	0	0	200,000	200,000		200,000	0.0%
9018 Earmarked Election Costs	0	0	4,000	4,000		4,000	0.0%
9022 Earmarked New Office HQ	0	0	382,661	382,661		382,661	0.0%
9027 Earmarked Roof Rplcmt/Rep Fund	0	0	7,500	7,500		7,500	0.0%
9044 Earmarked Play Area Maint. Res	0	0	45,000	45,000		45,000	0.0%
9050 Earmarked L/scape Equipment Re	0	0	20,000	20,000		20,000	0.0%
9051 Earmarked Pavilion Gable End R	0	0	12,500	12,500		12,500	0.0%
9052 Earmarked CAT Contingency	0	0	10,000	10,000		10,000	0.0%



## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
9053 Earmarked Electric Van Costs	0	0	5,000	5,000		5,000	0.0%
9054 Earmarked Retention Steel/Bray	0	0	75,000	75,000		75,000	0.0%
9055 Earmarked Solar Panels SFC	0	0	750	750		750	0.0%
9056 Earmarked Allotments Infra	0	0	1,500	1,500		1,500	0.0%
Earmarked Reserves :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>776,411</u>	<u>776,411</u>	<u>0</u>	<u>776,411</u>	<u>0.0%</u>
<b>Net Expenditure</b>	<u>0</u>	<u>0</u>	<u>(776,411)</u>	<u>(776,411)</u>			
Grand Totals:- Income	<b>6,068</b>	<b>697,580</b>	<b>1,199,275</b>	<b>501,695</b>			<b>58.2%</b>
Expenditure	<b>76,067</b>	<b>784,665</b>	<b>2,301,689</b>	<b>1,517,024</b>	<b>11,742</b>	<b>1,505,281</b>	<b>34.6%</b>
<b>Net Income over Expenditure</b>	<u>(69,999)</u>	<u>(87,085)</u>	<u>(1,102,414)</u>	<u>(1,015,329)</u>			
<b>Movement to/(from) Gen Reserve</b>	<u>(69,999)</u>	<u>(87,085)</u>	<u>(1,102,414)</u>	<u>(1,015,329)</u>			



31st March 2025

31st March 2026

**Current Assets**

2,508	Debtors	0
52,884	Vat Refunds	3,320
10,374	Prepayments	0
125	Other Debtor	0
104,778	Unity Current Account T2	61,260
466,525	Unity Instant Access	180,490
0	Seated Exercise Takings	65
344,703	CCLA Fund Deposit Acc	649,791
242	Petty Cash	133
0	Cash Book Suspense	125

982,140

895,184

**982,140 Total Assets****895,184****Current Liabilities**

0	Debtors	516
0	Multipay Credit Card	3,149
9,167	Creditors Control	7,404
1,347	Miscellaneous Creditors	0
1,530	Accruals	0
9,298	Payroll Creditor	10,201
2,135	Allotment Deposits	2,335
300	Short Term Deposits	300
1,150	Hall Hire Deposits	1,150

24,927

25,056

**957,213 Total Assets Less Current Liabilities****870,128****Represented By**

287,087	General Reserves	93,717
670,126	Earmarked Reserves	776,411

957,213

870,128

31st March 2025		31st March 2026	
The above statement represents fairly the financial position of the authority as at 31/07/2025 and reflects its Income and Expenditure during the year.			
Signed : Chairman		Date : _____	
Signed : Responsible Financial Officer		Date : _____	

BACS Direct Debit payments  
1/7/2025 to 31/7/2025

	Name	Description	Amount
	<b><u>BACS Payments</u></b>		
B1	Gallagers	Insurance	4,994.42
B2	Milton Keynes Council	Rates PO	114.00
B3	Turney Ltd	Landscape goods	1508.97
B4	MKPA	Open access play sessions	1300.00
B5	Warners of Bedford	Bin maintenance	1083.00
B6	Tracey Jones	Mileage	88.65
B7	Smiths Fire	Service costs	420.72
B8	Milton Keynes Council	PO Rent	1892.50
B9	Maggie Savill	Seated exercise instructor	120.00
B10	BauWatch	Security Hub	951.43
B11	D S Ergonomics	Jump seat Hub	1698.00
B12	Milton Keynes Council	Buildings insurance	227.13
B13	BALC	Training	50.00
B14	CHAPS Fee	Bank charge	28.00
B15	HMRC	PAYE	10551.72
B16	D & I Windows	Window cleaning	132.00
B17	Cleaning Supplies	Cleaning supplies	19.92
B18	East Midlands Fencing	Fencing	1717.20
B19	Coverguard Services	Keyholding & security	51.00
B20	The Hooke Heritage	Grant	1000.00
B21	Spinal Injuries	Grant	990.00
B22	MGB Community	Grant	1000.00
B23	ASR Painters	Work at Parish Office	12360.00
B24	BALC	Training	75.00
B25	Milton Keynes Security	Security service	540.00
B26	Cloudy IT	Display screen	411.60
B27	Brinnick Locksmiths	Keys	43.10
B28	Brinnick Locksmiths	Locks	77.76
B29	Coverguard Services	Keyholding & security	50.70
B30	Extraction Services	Allotment toilet servicing	144.00
B31	Bucks Pension Fund	Pension contributions	10991.21
B32	Salaries	July salaries	27884.67
	<b>Total BACS payments</b>		<b>82,516.70</b>
	<b><u>DD Payments</u></b>		
DD1	Direct 365	Hygiene services	99.03
DD2	Renault	Lease of electrci van	259.43
DD3	Water Plus	Water Depot	33.77
DD4	Total Energies	Gas SFI	64.22
DD5	Total Energies	Gas OBC	44.97
DD6	Total Energies	Gas PO	69.33
DD7	NPower	Electricity PO	135.41
DD8	NPower	Electricity OBC	134.90
DD9	NPower	Electricity SFC	116.24
DD10	NPower	Electricity Depot	106.74
DD11	Water Plus	Water PO	35.15
DD12	Lloyds	Credit card payment	1149.96
DD13	Peninsula	HR Costs	568.25
DD14	Water Plus	Water Willen Allotments	308.59
DD15	NPower	Electricity Pavilion	25.71
DD16	Water Plus	Water Woolstone Allotments	31.43
DD17	EE	Mobile phone	66.10
DD18	The Fuel Card Company	Landscape fuel	312.75

BACS Direct Debit payments  
1/7/2025 to 31/7/2025

DD19	Water Plus	Water SFC	22.14
DD20	Water Plus	Water SFC	158.41
DD21	Water Plus	Water OBC	122.52
	<b>Total Direct Debits</b>		<b>3,865.05</b>